

## District Construction Engineer's Meeting

March 23, 2015

2:00 PM – 4:00 PM

### Summary Notes

#### New/Recurring Business:

##### **1) 2:00 PM – 2:05 PM Introductions and Agenda Overview**

Roll call acknowledging those in attendance. An overview of the meeting agenda will be provided.

*Summary Notes: Attendees Present were:*

*D1 – Jon Sands, Brian Blair, Brian Penny*

*D2 – Carrie Stanbridge*

*D3 – Tim Smith, Tim Hendrix, Ranae Sanders, Jimmy Miller*

*D4 – Carolyn Gish, Deb Ihsan*

*D5 – Amy Scales, Jennifer Smith*

*D6 – Mario Cabrera, Heidi Solaun-Dominguez*

*D7 – Bill Jones, Mark Chianese*

*TP – Karen Akers, Bill Sears*

*CO – David Sadler, Rudy, Powell, Doug Martin, Sherry Valdez, Paul Martin, Alan Autry*

*FHWA – Rafiq Darji*

##### **2) 2:05 PM – 2:10 PM CPR Issues (David Sadler/Rudy Powell)**

SCO will facilitate a discussion of CPR issues which have arisen since the previous meetings. Districts may bring forward any CPR issues which need to be addressed

HR CPR:

- Assistant Resident Engineer Position (Mario Cabrera)
- Claims Investigator Position on the org chart (Carolyn Gish)

*Summary Notes: Discussed the need for Assistant Resident Engineer and Claims Investigator positions. Polled districts to determine the level of claims or requests for payment of damages caused by 3<sup>rd</sup> parties received on construction projects. Only districts 2, 4, and 5 have had requests submitted. Districts 2 and 5 indicated that the recovery efforts required by current department procedures is being handled by their Maintenance office. David and Carolyn, will coordinate on the need for the Claims Investigator position in a separate meeting*

##### **3) 2:10 PM – 2:20 PM Specification Updates (David Sadler/Rudy Powell)**

SCO will provide an overview of recent Specification changes. Districts may bring forward any proposed specification changes.

*Summary Notes: Rudy reviewed proposed changes to specifications 4551501, 4551501DB, and 3460303. Districts were reminded of Specifications Update training being provided by CO Specifications Office. It was noted that the July – December 2015 Design-Build Division I specifications have been updated and posted to the Specifications Office website. It was also noted that the boilerplate Request for Proposal document which is intended to work in conjunction with the July – December 2015 Design-Build Division I specifications has been updated and is posted on the SCO website.*

**4) 2:20 PM – 2:25 PM CPAM Updates (David Sadler/Rudy Powell)**

SCO will provide an overview of recent CPAM changes. Districts may bring forward any proposed specification changes. Implementation of any recently completed CPAM updates will be voted on by the group as applicable.

*Summary Notes: Since there were no revised CPAM chapters posted on the Forms and Procedures review website at the time of the meeting, none were reviewed. It was noted that the Design-Build and Procurement Administration Procedure is posted for Preliminary Review which closes on 03/27/2015. Districts were reminded to review the proposed revisions to this procedure and submit comments by the End Review date. Districts were reminded that all review and comment periods are now only available for two weeks (10 business days).*

**5) 2:25 PM – 2:30 PM Process Reviews – Lessons Learned (David Sadler/Rudy Powell)**

SCO will present highlights of recently completed Process Reviews. Opportunities for improvements and best practices will be presented to the group.

*Summary Notes: Rudy highlighted recent reviews conducted in D6 (Structures and Geotechnical/Earthwork). Districts were reminded to “focus” on “missing entries” in density log books and notify SCO as this occurs. SCO will review and send notifications to technicians as warranted.*

**6) 2:30 PM – 2:40 PM – BlueBeam Update (Amy Tootle)**

Amy to provide an update on the use of this technology.

*Summary Notes: Sherry provided an update. It was noted that SCO is awaiting information from one district related to the request for NH numbers. It was noted that Richard Massey is developing a Computer Based Training (CBT) course and will provide a training update.*

**7) 2:40 PM – 2:50 PM – Designer Requirements of 5 days to provide backup documents (Amy Tootle)**

With the elimination of the Comp Book some policy and procedures are being revised and consolidated. The original Comp Book Procedure had language in Section 2.3.1 *“If a question arises involving quantities for one or more of the plan quantity items, Construction will request in writing, that the designer provide detailed documentation or verify the concern of the plan quantity item(s) in question. The designer SHALL produce the backup documentation within five (5) working days of the request from construction.”*

Through new requirements, the Designers, as stated in PPM Volume 1 Chapter 17.4.1, are to provide all back up calculations with the Final Plans Submittal.

With this being a new requirement in the PPM, is the 5 day language necessary?

*Summary Notes: Sherry discussed the current 5 day requirement in the Comp Book procedure (which is being phased out) and the fact that the proposed changes to the PPM (as proposed by the District Design Engineers) does not include the 5 day requirement. Districts were polled and all agreed that the 5 day (or at least some specific timeframe) should be addressed in the PPM.*

**8) 2:50 PM – 3:00 PM E-Construction (Doug Martin)**

Discuss the training plans for digital signatures and Project Solve for in house construction, design, project management and CEI's as well as Contractors.

*Summary Notes: Doug provided an E-construction update. It was noted that the plan for training end users is to address at the preconstruction conference. Once the initial round of training is complete, SCO will develop a CBT for users to access as a resource. It was noted that D4 recently completed training for a specific project and that this training will be used as the basis of the CBT. Discussed issues with EDMS transfer of documentation (OIS is working to resolve this issue). It was noted that there are currently 11 projects (that SCO is aware of) in the March 2015 letting which include the E-construction MSP. A presentation will be provided to the districts. The group was updated on SCO's effort to hire additional staff who will be assigned the responsibility of developing CBT's. Doug reviewed a project specific E-construction website.*

**9) 3:00 PM – 3:10 PM Training for New Contractors (Reference Documents Attached) (Carrie Stanbridge/David Sadler)**

Discuss training for new contractors.

*Summary Notes: Updated the group on discussion between SCO and EOO related to this topic and related to Business Development Initiative project*

*selection. Discussed the attached reference documents and the need to develop CBT's related to contracting with FDOT.*

**10) 3:10 PM – 3:20 PM Signal Inspection Access Issue (John Tyler)**

John to discuss signal inspection access issues.

*Summary Notes: On John's behalf, Amy and Jennifer discussed a project specific issue related to inspection of signalization. Polled districts to determine how wide-spread this issue may be. It was noted that SCO will review current specification language which addresses this issue for the purpose of identifying and implementing any needed changes.*

**11) 3:20 PM – 3:25 PM Award Nominations (David Sadler)**

FTBA Project Awards nominations are due May 10, 2015.

*Summary Notes: Reminded districts of the award nomination deadline.*

**WALK-ON ITEMS:**

**1) Granting time by Unilateral – Carolyn Gish**

Alan indicates CPAM 7.2 and 7.3 says we should not include non-compensable time extensions on a unilateral, but should do a time extension letter. I don't read CPAM this way.... If we are adding extra work by Unilateral, why would we not grant the time we believe the contractor is due?

*Summary Notes: Reviewed and discussed CPAM 7.3.8 (Resident Responsibilities) which specifically prohibits the granting of non-compensable time extensions on the Unilateral Payment document (Form 700-010-05). Districts would prefer to have the form revised and include all time extensions granted to the contractor along with the costs associated with any unilateral issued. SCO will review this issue further and revise the CPAM chapter and UP form accordingly.*

**2) Disposition of Defective Materials – David Sadler**

*Summary Notes: David discussed the processing of DDM's and reminded the districts to ensure that the District Director of Transportation Operations was aware of any DDM being submitted to SCO for review and concurrence.*

**3) Rate Issue – Mario Cabrera**

*Summary Notes: Mario inquired about an alleged freeze on the use of rate.*

**4) CPM Schedule Training Update – Bill Jones**

*Summary Notes: Bill inquired about the status of this training. It was noted that the pilot session to be conducted in D4 is schedule to occur very soon and the consultant hired to develop the training is currently working on Module 1.*

5) Miscellaneous Project Specific Issues – David Sadler

*Summary Notes: David discussed project specific issues with D1, D2, D3, and D4.*

6) DCE Memo 07-15 – **PG76-22 (ARB) Supply Issue and Changing to PG76-22 (PMA)** – David Sadler

*Summary Notes: It was noted that the memo issued earlier this month was being revised and would be reissued on or about March 24, 2015. Districts were reminded not to utilize this memo until the revised version has been reissued.*

7) Materials Issues/Concerns – David Sadler

*Summary Notes: David discussed global material issues/concerns and inquired of district and or project specific issues that are currently being dealt with.*

8) Pricing for Grout Pads – Carolyn Gish

*Summary Notes: Carolyn discussed contractors prices that are being submitted to D4 related to adding this extra work to active construction contracts. D4 and D6 are coordinating on this issue since many of the same contractors are working on projects in both districts.*

**Next DCE Meeting – April 27, 2015**

Submit agenda items to Alan Autry by April 17, 2015